

**United States District Court**

District of Kansas  
Room 517, U.S. Courthouse  
500 State Avenue  
Kansas City, Kansas 66101

John W. Lungstrum  
Chief Judge

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March 1, 2004

TO THE BAR OF THE UNITED STATES DISTRICT COURT FOR THE  
DISTRICT OF KANSAS

Dear Counsel:

The court is pleased to have the clerk transmit to you the newly published edition of the Rules of Practice and Procedure for the District and Bankruptcy Court of the United States District Court for the District of Kansas. The effective date is March 17, 2004.

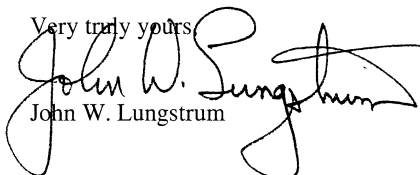
As many of you are aware, the District of Kansas implemented a new Electronic Case Filing (ECF) System in 2003. Standing Order No. 03-01 *In re Procedural Rules for Electronic Case Filing* is included in this year's edition of the local rules since it authorizes the court to establish practices and procedures for electronic filing. However, the exhibits associated with Standing Order No. 03-01 have been omitted because they are now incorporated in the rules. Standing Order No. 03-02 and No. 03-04 have been omitted from the rules because they are no longer in effect. Standing Order No. 03-03 *In re Privacy Policy Regarding Personal Data Identifiers* is included because it has not been incorporated in the rules.

I hope you find helpful the **Administrative Procedures for Filing, Signing, and Verifying Pleadings and Papers by Electronic Means** for both civil and criminal cases which are available on the court's web site at <http://www.ksd.uscourts.gov/cmecf>. I encourage you to frequently check the court's web site for the most recent version of the administrative procedures which are crucial for the effective and timely filing of pleadings in cases before the court.

The court recommends that you become familiar with the local rules because they supplement and govern procedures before the court which are not covered by the Federal Rules of Civil Procedure. You should especially note amendments and modifications to the following rules: 5.1; 5.3; 6.1; 6.2; 7.1; 7.6; 15.1; 16.2; 26.3; 39.1; 39.2; 51.1; 67.1; 77.1; 79.1; 83.5.4; 83.6.1 - 83.6.9; and 83.7. Additionally, the court has adopted the following new rules: 5.4.1 - 5.4.13; 52.1; and CR49.1 - CR49.13.

The judges of this court hope that the published rules and administrative procedures will assist you in your appearances in federal court.

Very truly yours

  
John W. Lungstrum

Enclosures